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MINUTES OF THE INTRA-AGENCY COMMITTEE ON ADMINISTRATIVE OVERT PROCEDURES
Meeting Held 6 June 1949
At 1100, Room 227, Administration Building

Present: John Warner - General Counsel - Chairman
[Redacted] - Budget Office
[Redacted] - Personnel Office
[Redacted] - Inspection and Security
[Redacted] - Management Office - Acting Recorder

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1. The minutes of the previous meeting were accepted.
2. No word has been received from the Executive as to draft of report submitted by the Committee Chairman.
3. Copies of report were not disseminated to Committee members but will be distributed by the Chairman in the near future.
4. Discussion with respect to manual subject categories was held and the following decisions agreed by Committee members:
 - a. Immediate action must be taken by the Overt Committee since in many instances the action to be taken by the Covert Committee will depend upon overt issuances.
 - b. Priorities should be set in accordance with those that affect Covert Committee action.
 - c. Coordination should be effected between Committee members in connection with ascertaining appropriate categories in which particular instructions should be placed.
 - d. Individual transmittal sheets will list specific regulations to be rescinded as it will be impossible to issue the manual, complete in all respects, rescinding all existing regulations.
 - e. Management Office is charged with preparation of category number one on a priority basis and is to submit a draft to the Committee for discussion.
5. Procurement of binders should be checked with Services Office and Management Office to insure procurement under obligation of funds for fiscal year 1949.

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[Redacted]
Acting Recorder

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8 June 1949
Date